

**UNAPPROVED**  
**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS**  
**SPECIAL CONFERENCE COMMITTEE**

The Special Conference Committee of the Virginia Board of Long-Term Care Administrators convened on October 20, 2010, at the Department of Health Professions, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Hearing Room 5, Henrico, Virginia.

**MEMBERS** Thomas Orsini, NHA, Chair  
**PRESENT:** Kathy Fletcher, Board Member

**STAFF PRESENT:** Lynne Helmick, Deputy Executive Director  
Kathy Truesdale, Discipline Manager  
David Kazzie, Adjudication Specialist

**CONFERENCE** Judy Annette Sutphin Nunley, ALFA  
**SCHEDULED:** License Number: 1706-000085  
Case Number: 130405

**CALL TO ORDER:** Mr. Orsini called the conference to order at 1:04 p.m.

**DISCUSSION:** Ms. Nunley appeared before the Committee in person in accordance with the amended notice of the Board dated October 8, 2010. Ms. Nunley was not represented by counsel.

The Committee reviewed the allegations in the notice of informal hearing with Ms. Nunley in that she may have violated the laws and/or regulations governing the practice of Assisted Living Facility Administrators.

**CLOSED SESSION:** Ms. Fletcher moved that the Special Conference Committee of the Board of Long-Term Care Administrators convene a closed meeting pursuant to §2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Judy Annette Sutphin Nunley, ALFA. Additionally, Ms. Fletcher moved that Ms. Helmick, Ms. Truesdale, and Mr. Kazzie attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. The motion was seconded and carried unanimously. The Committee entered into closed session at 1:23 p.m.

**OPEN SESSION:** The Committee reconvened in open session at 1:43 p.m.

Ms. Fletcher moved that the Special Conference Committee of the Board of Long-Term Care Administrators certify that it heard, discussed or considered only public business matters lawfully

exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried unanimously.

**ACTION:**

Mr. Kazzie presented the decision adopted by the Committee. The motion was seconded and carried unanimously.

On the basis of the foregoing, the Special Conference Committee of the Virginia Board of Long-Term Care Administrators, rules that Judy Annette Sutphin Nunley, ALFA, be reprimanded and before renewing her license, must complete a 2 day "Train the Trainer" course specific to Registered Medication Aides in an Assisted Living Facility.

**ADJOURNMENT:**

The Committee adjourn this case at 1:47 p.m.

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Thomas Orsini, NHA, Chair

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Lisa R. Hahn, Executive Director

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Date

\_\_\_\_\_  
Date

**UNAPPROVED**  
**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS**  
**SPECIAL CONFERENCE COMMITTEE**

The Special Conference Committee of the Virginia Board of Long-Term Care Administrators convened on October 20, 2010, at the Department of Health Professions, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Hearing Room 5, Henrico, Virginia.

**MEMBERS** Ted LeNeave, NHA, Chair  
**PRESENT:** Kathy Fletcher, Board Member

**STAFF PRESENT:** Lynne Helmick, Deputy Executive Director  
Kathy Truesdale, Discipline Manager  
David Kazzie, Adjudication Specialist

**CONFERENCE** Mary Anita Willis, NHA  
**SCHEDULED:** License Number: 1701-001968  
Case Number: 131563

**CALL TO ORDER:** Mr. LeNeave called the conference to order at 1:57 p.m.

**DISCUSSION:** Ms. Willis appeared before the Committee in person in accordance with the amended notice of the Board dated October 8, 2010. Ms. Willis was represented by Stacy L. Haney of ReedSmith, LLP.

The Committee reviewed the allegations in the notice of informal hearing with Ms. Willis in that she may have violated the laws and/or regulations governing the practice of Nursing Home Administrators.

**CLOSED SESSION:** Ms. Fletcher moved that the Special Conference Committee of the Board of Long-Term Care Administrators convene a closed meeting pursuant to §2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Mary Anita Willis, NHA. Additionally, Ms. Fletcher moved that Ms. Helmick, Ms. Truesdale, and Mr. Kazzie attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. The motion was seconded and carried unanimously. The Committee entered into closed session at 3:00 p.m.

**OPEN SESSION:** The Committee reconvened in open session at 4:02 p.m.

Ms. Fletcher moved that the Special Conference Committee of the Board of Long-Term Care Administrators certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia

Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried unanimously.

**ACTION:**

Mr. Kazzie presented the decision adopted by the Committee. The motion was seconded and carried unanimously.

On the basis of the foregoing, the Special Conference Committee of the Virginia Board of Long-Term Care Administrators, rules that Mary Anita Willis, NHA, be reprimanded and must complete eight (8) hours of continuing education, within 60 days of entry of the Order, related to preventing, recognizing and reporting resident abuse.

**ADJOURNMENT:**

The Committee adjourn this case at 4:06 p.m.

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Ted LeNeave, NHA, Chair

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Lisa R. Hahn, Executive Director

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Date

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Date